

FINAL



**WEARE BOARD OF SELECTMEN
MEETING MINUTES
September 22, 2014**

PRESENT: TOM CLOW, CHAIRMAN; KEITH R. LACASSE, VICE CHAIRMAN; JENNIFER BOHL, SELECTMAN; JOHN LAWTON, SELECTMAN; JAMES LEARY, SELECTMAN;

RECORDING SECRETARY: Cherry Palmisano

TOWN ADMINISTRATOR: Naomi Bolton

GUESTS: Bob Wilson, Janet Wilson, Jan Racicot, Jean Mackin, Walker Smith, Jan Snyder

Chairman Clow moved, Vice Chairman Lacasse seconded to enter into nonpublic session @ 6:00 p.m. pursuant to the authority granted in RSA 91-A:3II (a&b). A roll call vote was taken, Selectman Bohl – yes; Selectman Lawton – yes; Selectman Leary – yes; Vice Chairman Lacasse – yes; Chairman Clow – yes. Passed 5-0-0

Chairman Clow moved, Selectman Lawton seconded to come out of nonpublic session @ 7:34 p.m. A roll call vote was taken, Selectman Bohl – yes; Selectman Lawton – yes; Selectman Leary – yes; Vice Chairman Lacasse – yes; Chairman Clow – yes. Passed 5-0-0

Chairman Clow moved, Selectman Bohl seconded to seal and restrict the minutes of this nonpublic session. Passed 5-0-0

7:40 p.m. Chairman Clow called the meeting to order.

MEETING MINUTES

Chairman Clow moved, Selectman Lawton seconded to approve the minutes of September 8, 2014 as printed. Passed 5-0-0

MANIFESTS

Checks dated: September 18, 2014

Weekly Payroll \$44,008.06

Chairman Clow moved, Selectman Leary seconded to authorize the Board of Selectmen to sign manifests and order the Treasurer to sign checks dated September 25, 2014. Passed 5-0-0

Accounts Payable \$372,365.68 (John Stark \$250,000)

Gross Payrolls \$60,713.56 (Includes taxes, credit union)

TOTAL \$433,079.24

Also to order the Treasurer to sign payroll checks dated October 2, 2014 as well as up to \$50,000 in Accounts Payable checks that may need to be cut for last minute end of month invoice submission. Actual amounts paid and reports backing up the numbers will be included on the Manifest Memo at the next scheduled Board meeting.

FINAL

POLICY AND PROCEDURE REVIEW

Noise Ordinance

Town Administrator Bolton utilized the Noise Ordinance from the Town of Swanzey, which was approved at their town meeting in 2014, for the Board to review and fit to suit the needs of Weare. Selectman Bohl noted that there should be a time change. Chairman Clow said that he received concerns from residents regarding fireworks being let off at late hours. The times of 11:00 p.m. and no earlier than 6:00 a.m. were discussed. The Board discussed times set for gravel pit operations. Selectman Lawton asked if the Board is in agreement that a Noise Ordinance is needed and if there is any evidence that there is an over riding problem in town. Vice Chairman Lacasse, Selectman Leary, and Chairman Clow all responded that they have been receiving complaints. Selectman Lawton noted that there is a broad noise definition. This is the first cut as a Board and before a decision is made on what will be on the ballot there will be a public hearing. Selectman Lawton commented on the rural character of the town and that target practice might be annoying to some and not to others. Vice Chairman Lacasse noted that this a draft and will be revised to suit the Town of Weare. Selectman Lawton mentioned that the ordinance doesn't say anything about off-road vehicles. Town Administrator Bolton will forward different examples of Noise Ordinances to the Board for them to review the language. The Board will review the Noise Ordinance again on October 20th. A public hearing is needed and Town Administrator Bolton would like it finalized by the end of November.

ADMINISTRATIVE REPORT

Inventory ó Two different printouts from the current asset tracker were handed out. There are eighteen pages of larger assets, but the asset tracker does not list acquisitions or disposals. Selectman Lawton mentioned that items such as computers and body cameras should be added to the list. Town Administrator Bolton said that she printed off the list today and received the instructions for the asset tracker today at 4:00 p.m. Selectman Lawton would like to see physical list of all items valued at \$1k or more.

Government Building and Maintenance Projects ó Two quotes were received to install three railings on the granite steps at the Town Hall. Chairman Clow mentioned that the quote for \$3,252 from Merrimack County Customs did not include caps, which would cost an additional \$75 each. The railings will be done to meet code requirements and have no more than 4 inches between the balusters. Chairman Clow visited both companies that quoted; Merrimack County Customs and Multi Weld Services. Selectman Lacasse is unsure what they are getting in the Merrimack County Customs quote and is in favor of Multi Weld Services.

Selectman Lacasse moved, Selectman Bohl seconded to award the exterior entrance rails at the Town Hall to Multi Weld Services Inc. at \$3,716 with the funds to be expended from the Charles and Ethel Eastman Fund. Passed 5-0-0

The railings will be powder coated. Chairman Clow will contact both bidders with the Boards decision.

Election laptops ó The Supervisors use both laptop for check-in and the both have Windows XP. Spaulding Hill went in remotely to see the operating system and will provide a price to upgrade or replace. One of the Supervisors utilized their own laptop at the last election because Windows XP was not supported. Chairman Clow suggests that they only look through the November elections and then that will provide 4 to 5 months before the next election to research what is needed. Town Administrator Bolton will get more information.

The Board will hold a continued discussion on the two Barn Discretionary Easements on Monday, October 6th.

The MS4 does not require signatures from the Board, but was available for review. The MS4 is the revised estimated revenues from each department. The only significant change was the motor vehicle revenue which as increased by \$50k, reflecting \$1.5m in revised revenue.

The MS5, which shows the amounts appropriated and what was spent, is due to the Department of Revenue on April 1st, not September 1st. The MS5 requires signatures from the Board. The auditor knows it is coming and

FINAL

knows it is late. Town Administrator Bolton spoke with the Finance Administration who told her that it has always been done on September 1st.

Signatures from the Board are requested on the Capital Reserve request for \$10k for the double wall at Oil Mill Cemetery, which was previously approved to come from the Cemetery Construction Fund.

Signatures from the Board are requested to spend the \$3,995 for the sander in the new pickup that was already purchased. The funds for the sander were approved to come from the Highway Truck and Equipment Capital Reserve Fund.

Signatures from the Board are requested to spend \$6,470.00 for the additional funds for the fuel system upgrade. The bid exceeded the warrant article so the difference was voted to be spent from the Government Building and Maintenance Fund.

Classic Armorer is relocating to 65A North Stark Hwy, which requires the Board's signature on his license to sell firearms.

Wendy Rice and Chief Vezina have been working on a project with 911 to verify all Weare addresses. They determined GPS coordinates for every driveway. Some address changes need to be made. There are a handful of people not using the correct address and they are working on getting those addresses changed. The town now owns the GPS coordinates and the list is not subject to the right to know request. The list needs to go back to the NH Department of Safety.

Town Administrator Bolton explained to the Board that there is a family in need of 3-5 cords of winter wood. There is a group called Wood for Warmth in Hopkinton that started a wood bank. There are people that do logging for a living in town that would be willing to donate wood. Individuals would need to apply for a voucher through the Welfare System. They would need to put the wood down at the Transfer Station. If the town is willing to allow this, Wood for Warmth will donate the first cord of wood. Town Administrator Bolton will finalize the specifics; seek donated wood and volunteers if the Board is agreeable. The Board agreed that the concept is good, but the specifics need to be finalized.

Town Administrator Bolton told the Board that the Welfare Director also works for the Salvation Army and provides assistance to Dunbarton. She purchases a separate insurance rider annually for \$585, which Dunbarton typically covers, but will not pay this year. She provides services to Weare residents as well and is asking if Weare will pay the \$585. Town Administrator Bolton will get legal opinion.

Chairman Clow moved, Vice Chairman Lacasse seconded to approve the minutes of September 16, 2014 as printed. Passed 5-0-0. It was noted that it was not necessary to seal the nonpublic minutes because the content is public information.

PUBLIC COMMENT ó Bob Wilson voiced his support for Chief Velleca. Mr. Wilson personally feels that Chief Velleca is an honest person, very approachable, and has common sense.

Janet Wilson told the Board that she had the pleasure of meeting Chief Velleca on a couple of occasions. Ms. Wilson feels it is time for the town to separate a person's personal life from their professional life. She feels that Chief Velleca is trying to bring professionalism to the department. Ms. Wilson thinks that it is important to suspend judgment and said that Chief Velleca is not guilty until proven guilty. She has watched the Police Department hold their heads high. There is a lot of good in the community and it is time for community of Weare to step up to the plate. Ms. Wilson thanked the Board for their work to bring care and honor to the community and hopes to get Chief Velleca back to continue his great work.

FINAL

Chairman Clow moved, Vice Chairman Lacasse seconded to adjourn at 8:53 p.m. Passed 5-0-0

ADJOURNMENT

A True Record.

Cherry Palmisano, Recording Secretary